

Wilton Sewer Commission – Regular Meeting Nov. 13, 2014

DRAFT MINUTES

APPROVED 12/11/14

The Wilton Sewer Commission held its regular meeting on Thursday, Nov. 13, 2014 at 6:30 PM in the Town Hall Courtroom. Present were Commissioner / Chairman Tom Herlihy and Tom Schultz; Joe Torre – Budget Committee liaison; Joanna K Eckstrom clerk. Commissioner Carter was absent.

* **Call to Order** Mr Herlihy called the meeting to order at 6:32 PM.

Mr Schultz moved to suspend the agenda to hear discussion on the 2015 budget.

Unanimously agreed.

* **2015 Budget Work Session** - budget was reviewed line item by line item. Clerk input changes as recommended by Misters Herlihy and Schultz. Although several questions remain about how bond payment should be recorded, about 12% rate increase from Milford and about expected 2014 Sewer department income, a proposed expense of \$294,650 was presented. Sewer department is scheduled to make its presentation to Budget committee on Dec. 11th. Mr. Torre left the meeting.

* **Public input and comment** None

* **Minutes of October 9, 2014** motion by Mr Schultz, seconded by Mr. Herlihy to approve 10/9 minutes as written – unanimous.

* **Accounts Payable** – report through 10/31/14 – this was reviewed in conjunction with 2015 budget discussion. Questions about bond payment, Milford rate increase, department income as noted above.

* **Accounts Receivable** 3rd billing status; abatements; bill frequency discussion – per Jane, sewer / water bills hopefully to go out by Monday 11/17. An abatement request for Abbot House (Mueller) was denied. Cost analysis for various billing frequencies hasn't been provided yet so no decision about changing frequency was proposed.

Mr Herlihy asked his colleagues why can't sewer department send its own so it can collect user fees on a regular basis. Customers are used to getting a combined water – sewer bill and while sewer could send its own bill, preparation and mailing costs could be increased.

* **GIS Mapping** – follow up from training sessions – positive feedback from Mike Bergeron (water superintendent). Sewer department to pursue GIS mapping as needed.

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- 31 * **Pump Station, System report; interdepartmental business** – nothing new.
- 32 * **Sewer Ordinance Update** – continue as needed
- 33 * **Wilton Falls – Police Station sewer line** continue as needed.
- 34 * **Milford-Wilton Inter-municipal Wastewater Agreement** follow up Milford meeting –
- 35 Mr Schultz attended. Both he and commissioner Herlihy will contact Dave Boucher and
- 36 Milford Finance department to clarify their billing formula for ‘estimated’ bills; there will
- 37 also be follow-up with Silas Little to confirm that the inter-municipal agreement as it now
- 38 exists can / should be signed by Wilton Sewer commissioners.
- 39 * **2015 projects** – several projects are anticipated but these need to be prioritized and
- 40 scheduled based on ‘realistic’ numbers for 2015 projected income. Clerk will contact
- 41 Granite State Rural Water for their help in setting priorities.
- 42 * **Other business**
- 43 Clerk will attend website training on Wednesday, Nov 19th.
- 44 **Next Meeting: Regular Meeting - Thursday, Dec. 11, 2014**
- 45 **Budget presentation, Thurs. Dec. 11, 2014**
- 46 Respectfully submitted,
- 47 Joanna K Eckstrom, Clerk